

State of California  
The Resources Agency  
SAN GABRIEL AND LOWER LOS ANGELES RIVERS AND MOUNTAINS CONSERVANCY

LAND ACQUISITION, IMPROVEMENT PROJECT & GRANT REQUEST  
NOMINATION FORMAT

December 15, 2000

## **LAND ACQUISITION, IMPROVEMENT PROJECT & GRANT APPLICATION PROCEDURE**

Please use the attached required format and follow the procedures to ensure that a Land Acquisition, Improvement Project, or Grant Application receive a complete review and analysis by Conservancy personnel. For simplicity, the term “Evaluation” will be used throughout this document in describing the format used for Land Acquisition, Improvement Project, and Grant Applications.

The purpose of an Evaluation is to describe the ecological and/or social values associated with a property, the importance of the property to the Conservancy's mission, and how it conforms with the Open Space Plan for the San Gabriel and Lower Los Angeles Rivers and Mountains territory. It also provides the Conservancy with information about future operation costs and management arrangements, and information necessary to establish priorities through comparison with other projects. All major subject areas must be completed; where information is unavailable, please give an explanation. If certain subject areas are left incomplete with no explanation, the Evaluation will not be accepted. It is essential that the Evaluation be as complete as possible in order to make an accurate assessment. If you are in doubt as to whether the Evaluation is complete, please check with Conservancy staff.

### **Land Acquisition or Improvement Project**

Please mark the Evaluation "DRAFT". The draft must be given to the Conservancy staff for approval and subsequent submittal to the Project Evaluation Committee. Staff will arrange for each Evaluation to be reviewed and categorized. This will assure that recreation, fisheries, flora, fauna, habitat, operations and maintenance concerns have been assessed before final acceptance. The Executive Officer must visit the property, preferably in the company of the person who prepared the Evaluation.

When RMC staff accepts the Evaluation, it is then entered into a GIS program. The staff maintains a database of all Evaluations. Information on a particular Evaluation may be requested by contacting RMC staff.

### **Grant Applications**

Please follow the same procedures for a grant application as given for an Evaluation. The grant application will be scored and placed in the database until a decision is made.

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**LAND ACQUISITION, IMPROVEMENT PROJECT  
AND GRANT APPLICATION FORMAT  
March 2000**

**STAMP OR TYPE "DRAFT"**

**1. Site Name**

Please consult with the RMC Executive Officer to select a name carefully so that changes are unnecessary in the future. Base the name upon the *geographical location*. Please state whether this is an acquisition in fee title or easement, improvement project, or grant.

**2. Project Summary**

Write an inclusive paragraph or two summarizing the primary purpose of the acquisition, improvement, or grant, its biological resources, and the management objectives. This will be used intact as the Evaluation summary for review. Please describe any unusual circumstances, partnerships, joint management agreements, or known costs.

Please include specific information on how this project would help meet the Conservancy's Parkway & Open Space Plan objectives. Namely, please include how the proposed project would enable conservation of the natural, cultural, and/or recreational resources thereon and if it has connectivity with other parklands. Please state known potential conflicts. The summary must contain enough information for a reviewer to understand the importance of the project without reading the entire Evaluation.

**3. Geographical Location and Description**

State the location of the property: include county, city, roads and important landmarks. Provide directions on how to access the property. Describe current land use and any improvements such as buildings, fences, wells, and non-movable structures that exist on the property. For each property, provide the following information: 1) assessor parcel number, 2) acreage, and 3) township, range and section.

**4. Purpose of Project**

State the primary purpose of the project: Natural, Cultural or Recreational Resource. The primary purpose will be used to inventory and track the Evaluation. Please refer to the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy web page [www.rmc.ca.gov] for a detailed description of these three criteria. Please elaborate on the specific reason(s) the project applies to one of the above criteria. Please identify additional purposes also.

If the property contains critical habitat for Threatened & Endangered or Rare Species, be specific in describing in how the particular species uses this habitat, and whether or not the species is known at present to exist on or use the habitat.

Please state if the property lies within a designated “Significant Ecological Area” (SEA).

Please state if the site contains, or is likely to contain, significant archeological, historical, or ethnographic resources. Cultural and/or historical resources may affect resource management efforts on the property

Describe the project’s *proximity to other federal, state, County, City or private conservation lands*. Will this acquisition increase the value of other conservation--oriented landholdings in the region, such as the National Park Service, United States Forest Service, California Department of Parks & Recreation, California Department of Fish & Game, Wildlife Conservation Board, Coastal Conservancy, Santa Monica Mountains Conservancy, Mountains Recreation & Conservation Authority, City of Los Angeles, L.A. County Department of Public Works, L.A. County Water and Power, or city parks, Trust for Public Lands, or local conservancies?

## 5. **Management Objectives**

Prepare a brief summary of management objectives including some or all of the following:

- a. Conservation, protection, restoration, and/or enhancement of species, habitats, or communities;
- b. Re-introductions of extirpated species or restoration of degraded habitats;
- c. Public use and access (from trails to interpretive functions to exclusion);
- d. Water quality, water enhancement
- e. Education
- f. Parklands for under-served populations

State whether cooperative management agreements with other agencies and/or conservation groups will be considered or pursued. If joint management agreements are

considered, describe their benefit to the resource and to the Conservancy.

**6. Financial Information**

Please provide the following financial information.

- A. Name and address of property owner(s).
- B. Name of any outside contacts, such as realty agents, if known.
- C. Sale price and comparable sales information, if available.
- D. Other government entities or non-profit organizations that may have funds and/or the ability to accomplish the project. Review existing conservation patterns and ownership within the area to make a recommendation for partnering. Provide the rationale behind the selected method, i.e., acquisition by other environmental organizations (e.g., The Nature Conservancy), third party conveyance with conservation easement held by the Conservancy, lease agreement, joint-management agreement with other agencies, fee title by the Conservancy, or another method.
- E. List any encumbrances which are associated with the property (e.g., timber, mineral, water rights, access and utility easements). This is especially important when easements or other interests are retained by the seller. Water, mineral and timber rights may be a source of conflict with parkland value.
- F. Please consult with RMC staff to provide a rough estimate of ongoing operation and maintenance expenses to maintain and/or restore the property according to the management objectives stated earlier in the evaluation. Break down this estimate within five categories: 1) Site Security; 2) Public Health and Safety; 3) Resource Management; 4) Infrastructure; and 5) Public Use (see attached form).

**7. Hazardous Materials**

List any known present or historic usage or dumping of hazardous materials on the property. Examples include pesticide container storage, airstrip for aerial spraying, battery storage, underground tanks for gasoline, oil dump pits, transmission lines, underground gas pipelines, dry wells, etc.).

**8. Local and Regional Issues**

Discuss potential opposition to or support of project by local governments and/or

organizations. If problems are anticipated, describe them here. Provide the names of Senate and Assembly District representatives, County and City representatives.

**9. Threats**

Describe the specific type and degree (long or short-term) of threat to the resource we are attempting to protect by this project. Provide your best estimate of how soon these threats could be realized.

**10. Contact Person(s)**

Give the name, address and phone number of person(s) preparing the evaluation as well as the names, addresses and phone numbers of other supporters of the project.

**11. Letters of Support**

Please include letters of support for the project from neighbors, agencies, etc.

**Appendices**

- I. Provide the following maps sized 8.5x11", copy-ready, BLACK AND WHITE ONLY; DO NOT USE COLOR ON MAPS:
  - a. Thomas Guide 2000 vicinity map that shows proximity of site to nearest cities, major highways and roads, and parklands.
  - b. USGS quad map(s) with site outlined in black. PROVIDE NAME OF USGS QUAD ON MAP(S).
  - c. County assessor parcel map(s) outlined to show which parcel(s) is to be acquired, and priorities if applicable.
- II. Include color photographs showing important features of the property if possible. Include only one set.
- III. Provide additional information such as real estate brochures or land planning reports.